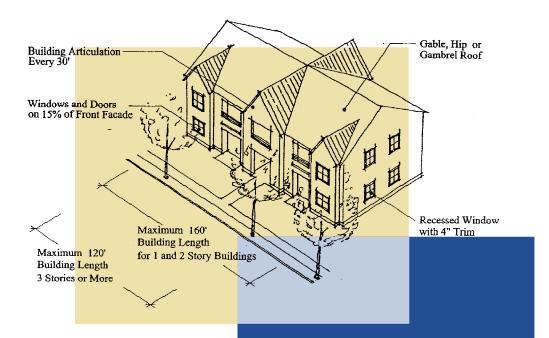
Multi-Unit Design Standards Handbook



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July 2000

Multi-Unit Design Standards Handbook

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BACKGROUND

The design standards project was initiated to respond to specific concerns raised by the City Council and other citizens about the quality and appearance of new, multiple family housing being developed in the community. To address these concerns, the Springfield City Council requested that a set of design standards be brought to them for their consideration. In response to the City Councils request, the Planning Commission created a sub-committee of the Commission called the Design Standards Citizen Advisory Committee (CAC) in the spring of 1998 to formulate these standards and make a recommendation to the Planning Commission for their consideration. The project was funded through the TGM SMART Development Code Assistance program of the Oregon Department of Land Conservation and Development and a report entitled Springfield Multi-Unit Design Standards: Final Report was prepared by OTAK, a consulting firm, in cooperation with Planning Division staff. The CAC presented their initial recommendations in this report to the Planning Commission in the summer of 1999. Following that presentation the Planning Commission and the City Council held a number of work sessions reviewing the proposed standards. The City Council adopted the Multi-Unit Design Standards on June 19, 2000. The Multi-Unit Design Standards became effective on July 19, 2000.

Multi-Unit Design Standards:

- 1. are found in Springfield Development Code (SDC) Section 16.110.
- 2. apply in all residential districts.
- 3. apply to 3 (a triplex at minimum) or more attached units.

The purpose of Multi-Unit Design Standards is to promote:

- 1. the livability, neighborhood compatibility and public safety of multi-unit housing in the community; and,
- 2. higher residential densities inside the urban growth boundary that will utilize existing infrastructure and improve the efficiency of public services and facilities.

REVIEW PROCEDURE

Site Plan Review. All multi-unit developments are reviewed as a Type II Site Plan Review (staff review) process as specified in SDC Section 31.020. The Development Services Director may determine that a multi-unit development is subject to a Type III review before the Planning Commission as a public hearing, when it is in the public interest. If the Site Plan Review is raised to a Type III review, there will be no additional application form or fee.

Possible Additional Applications:

Modification of Provisions. The Development Services Director may approve an adjustment of up to 20 percent to the multi-family design standards listed in SDC Section 16.110 as a separate concurrent Type II application as specified in SDC Section 11.035. The adjustment must be necessary due to topography, natural features, easements, and similar physical or legal constraints that preclude full compliance. Self-imposed hardships are not acceptable.

Variance. The Planning Commission may approve an adjustment of more than 20 percent to the multi-family design standards listed in SDC Section 16.110 as a separate concurrent Type III application as specified in SDC Section 11.030.

Discretionary Use Approval. The applicant may choose the Type III Discretionary Use procedure (Planning Commission approval) when proposing an innovative design that may preclude compliance with some or all of the multi-family design standards listed in SDC Section 16.110 as a separate concurrent Type III application as specified in SDC Section 10.035.

Other Applications. There may be Tree Felling, Zone Change and supplementary applications that should be submitted concurrently on a case by case basis. Please confirm the presence or absence of these requirements with Planning Division Staff.

Design Standards

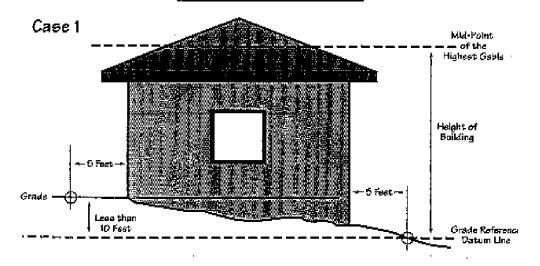
All of the following design standards shall be met by all multi-unit developments: Building Orientation (See Figure A, page 18); Building Form; Storage; Transition and Compatibility Between Multi-Unit and LDR Development; Open Space; Landscaping; Pedestrian Circulation; Parking; and Vehicular Circulation (See Pages 3-17 of this Handbook).

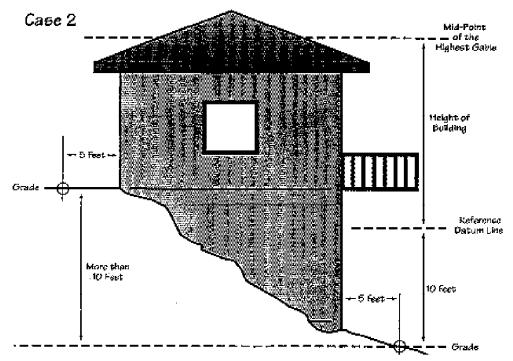
For Your Information

- 1. The Multi-Unit Design Standards found in this handbook are the same as in SDC Section 16.110. However, language in 'bold' has been added to explain the intent of certain standards.
- 2. In addition to the Multi-Unit Design Standards adopted as part of SDC Section 16.110, there are specific criteria of approval for Modifications of Provisions in SDC Section 11.035 and for Discretionary Use Review in SDC 10.035.
- 3. The new definition for BUILDING HEIGHT in SDC Section 2.020 is: The vertical distance above a reference datum measured to the highest point of the coping of a flat roof, to the deckline of a mansard roof, or to the average height of the gables of a pitched or hipped roof. The maximum height of a stepped or terraced building is the maximum height of all segments of that building. Please refer to the revised definition concerning the reference datum. See the Building Height Diagram on page 4.
- 4. SDC Section 16.060(1)(a) and (b) have been amended as follows: In the LDR District, the maximum building height is 30 feet; in the MDR District, the maximum height is 35 feet; and in the HDR District, the maximum height is 35 feet, except the maximum height may be increased to 50 feet when setback 200 feet from an LDR or MDR lot line.
- 5. There is a new list of shade trees specifically permitted within parking areas listed in SDC Section 31.140(3)(c), in addition to the existing street tree list found in Article 32.050. If these trees are unavailable in this area or there is another tree that may be suitable, the Development Services Director may approve appropriate trees on a case by case basis.
- 6. Please use this handbook as a checklist for your application submittal. Place an "x" in each box as you go through the standards that apply. If an additional explanation is necessary, please provide it. If you believe a standard does not apply, please state the reason why. This will assist staff to determine if your application is complete for review and may, in fact, reduce the application processing time.

Building Height Diagram

Building Height Calculation





Building Orientation

Multi-unit developments, when abutting a private, local, collector, or arterial street that has existing or planned on-street parking, shall have buildings oriented to the street along a minimum of 50 percent of the sites frontage (See Figure B, page 19). The "orientation" standard is met when all of the following criteria are met:

Primary building entrances shall face the street;
The front of the buildings shall be within 25 feet of the front line, except that open, courtyard space in excess of 25 feet may be placed in front of building entrances. Open courtyard space is defined as usable, hard-surfaced space with pedestrian amenities such as benches, seating walls or similar furnishings. If a courtyard is used, the front of the building may be setback more than 25 feet except as specified under "Transition and Compatibility Between Multi-Unit and LDR Development",
Off-street parking or vehicular circulation shall not be placed between buildings and streets used to comply with this standard. Parking and circulation areas are not allowed in front and street yard setback between a building and a street;
Wetlands, slopes over 15 percent as specified in Article 26, and wooded areas protected by Article 38, shall not be counted as "frontage" for determining required building orientation. For example, if jurisdictional wetlands and/or wetland buffer occupy 100 feet out of a total of 400 feet, then only 300 feet shall be counted as "frontage" for determining required building orientation. In this example, 150 feet (50%) is the required amount of frontage to meet the building orientation requirements.

Building Form

New multi-unit construction shall comply with the following building form standards (See Figure C, page 20): ☐ Structures that have one or two stories (levels) shall not have a continuous horizontal distance exceeding 160 feet (measured from end wall to end wall), except as specified under "Transition and Compatibility Between Multi-Unit and Low Density Residential Development". Structures that have three or greater stories (levels) shall not have a continuous horizontal distance exceeding 120 feet (measured from end wall to end wall); Roofs shall have gable, hip, or gambrel forms (minimum pitch 3 to 12) with at least a 6-inch overhang; ☐ A minimum of 15 percent of the front facade (area measurement) shall contain windows or doors. All windows and doors shall provide 4-inch trim or be recessed (i.e., into the front facade) to provide shadowing. Please show the front facade area and window/door measurements and demonstrate on the plan that the 15 percent standard has been met : ☐ Garages attached to living units and accessed from the street (front setback) shall be recessed at least 4 feet behind the front facade of a dwelling structure; and ☐ Exterior building elevations (facades) shall incorporate design features such as offsets, balconies, projections, window reveals, or similar elements to preclude large expanses of uninterrupted building surfaces. Along the vertical face of a structure, such features shall occur at a minimum of every 30 feet, and on each floor shall contain a minimum of two of the following features. Refer to Figure C and explain how this standard is proposed to be met to include the two options selected below: ☐ Recesses (e.g., deck, patio, courtyard, entrance, window reveals) that have a minimum depth of 3 feet; ☐ Extensions (e.g., floor area, deck, patio, entrance) that have a minimum depth of 2 feet and minimum length of 4 feet; and/or Offsets or breaks in roof elevation(height) of 2 feet or greater in height.

Transition and Compatibility Between Multi-Unit and LDR Development

Multi-unit developments adjacent to properties designated (by the Metro Plan) LDR shall comply with the transition area and compatibility standards listed below, except when it can be demonstrated that adjacent LDR property is committed to a non-residential use (e.g., church) that is unlikely to change (See Figures D and E, page 21). In evaluating the status of an adjacent property, the Metro Plan designation shall take precedent over the current zone or use.

me set yar set fan 25	nen a single family residence is within 75 feet of the subject multi-unit develop- ent site and such residence is on the same side of the street and same block, a back similar to that of the nearest single family residence shall be used for the front d. "Similar" means the multi-family development setback is within 5 feet of the back provided by the nearest single family residence. For example, if the single hily residence setback is 20 feet, then the multi-unit building shall be setback by 15- feet. This standard shall not cause a front setback to exceed 25 feet. The mini- im front yard setback shall be 10 feet, in accordance with SDC Section 16.050(1);
erty	25-foot buffer area shall be provided between multi-unit development and propy lines abutting an LDR property line, not including those property lines abutting ht-of-way. Within the 25 foot buffer area, the following shall apply:
	No vehicular circulation (i.e., driveways, drive lanes, maneuvering areas, and private streets) shall be allowed within the buffer, unless driveway placement within a buffer is required in order to comply with city, county or ODOT access management standards;
	Site obscuring landscaping shall be required. The City may require retention of existing vegetation; installation of a 6-foot minimum height, site-obscuring fence with shade trees planted a maximum of 30 feet on center (2-inch caliper at planting); and/or other landscaping to provide visual buffering. In addition, the City may require acoustical barriers when parking is proposed within the transition area. Acoustical barriers will require the concurrent submittal of a noise study certified by a licensed acoustical engineer ;

	Building encroachments shall be allowed, provided no building may encroach more than 10 feet into the 25 foot buffer and no primary entrance shall face the abutting LDR property. Buildings shall not exceed one story or 21 feet within the buffer, and shall comply with all other applicable setbacks and transition areas specified elsewhere in this Code;	
	No active recreation areas (e.g., tot lots, swimming pools, etc.) shall be allowed within the 25-foot buffer (garden spaces shall not be considered active recreation areas);	
Light standards shall be 12 feet or less in height and shielded so that light does not allow direct illumination onto adjacent LDR property or into dwelling units;		
	Mechanical equipment shall be screened from view (i.e., as viewed from adjacent properties and street), and shall be buffered so that noise does not typically exceed 45-50 decibels as measured at the LDR property line. The City may require a noise study certified by a licensed acoustical engineer; and	
	All rooftop equipment shall be hidden behind parapets or other structures designed into the building.	
Buildings, or portions of buildings abutting an LDR property line or designation (i.e., side or rear lot line) outside of the 25-foot buffer described above, shall not exceed a building height greater than one foot for each foot of distance from the LDR property line. For example, a building or portion of a building 30 feet in height must be 30 feet from the LDR property line. This standard applies up to a distance of 50 feet from the LDR property line. See also, SDC Section 16.060 and Section 31.160.		
	uctures within 50 feet of LDR zone shall not have a continuous horizontal distance seeding 120 feet (measured from end wall to end wall).	

STORAGE

Iti-unit developments shall provide space for trash receptacles, storage, and equip- nt in accordance with the following standards (See Figure B, page 19):
Adequate, accessible and secure storage space shall be provided for each dwelling. A minimum of 112 cubic feet of enclosed storage shall be required separate from the living unit. This is an area 4' x 4' x 7'. Garages and storage units adjoining a dwelling (e.g., attached to decks and patios) shall qualify as storage space;
Trash receptacles shall be screened from view by placement of a solid wood fence, masonry wall, or similar sight-obscuring, gated enclosure, from 5 to 6 feet in height. Obscuring landscaping shall be planted a minimum 24 inches in height at planting around all exposed sides of the wall or fence, except where breaks are provided for gates. In this case, except for the gate area, the landscaping is in addition to the screening required above. See also, SDC Section 31.160(1)(d);
No trash receptacles shall be located in any front yard setback, or within 25 feet of property lines abutting LDR zoned or designated properties; and
Ground-mounted equipment, such as exterior transformers, utility pads, cable television and telephone boxes and similar utility services, shall be placed underground when practicable. When placed above ground, equipment shall be placed to minimize visual impact; or screened with walls or landscaping. When walls are used they shall be tall enough to completely screen the equipment at the time of the equipment installation. Landscaping shall be planted tall enough to attain 50 percent coverage after 2 years and 100 percent coverage within 4 years. (See also section 32.130 for Wireless Telecommunications Systems Facilities).

OPEN SPACE

Multi-unit developments shall provide both Common Open Space and Private Open Space in accordance with the following standards (See Figure F, page 22):

General. Inclusive of required yards, a minimum of 15 percent of the gross site area shall be designated and permanently reserved as open space. The total required open space shall be the sum of setbacks, common open space, and private open space. The 15 percent figure is based upon the total land area. Show the individual figures for setback areas, common open space and private open space on the plan by establishing a different symbol for each. Inventoried natural features (including regulated wetlands) and/or historic features on-site may be counted toward up to 50 percent of common open space requirements. See SDC Section 2.020 for definitions of open space; open space, common and open space, private.

Multi-unit developments in mixed use buildings are exempt from these standards.
Multi-unit developments at densities exceeding 30 units per gross acre shall include a minimum of 10 percent of the gross site as open space, which may be any combination of yards, common open space and private open space. In this case, the 15 percent standard above is reduced to 10 percent.
Multi-unit developments at densities less than 30 units per gross acre shall provide open space in accordance with the amounts specified below. In this case the 15 percent standard above applies.
mmon Open Space shall be provided in all newly constructed multi-unit developents in accordance with the following standards:
A minimum of 0.25 square feet of common open space shall be required for each square foot of gross residential floor area. Gross floor area is the total floor area of a building including bathrooms, closets, mechanical equipment areas, elevators and stairways. ;
Common open space areas provided to comply with this standard shall be at leas 500 square feet with no horizontal dimension less than 15 feet;

A maximum of 15 percent of the required common open space can be on slopes greater than 25 percent;
Multi-unit developments shall designate within common open space a minimum of 250 square feet of active recreation area (e.g., childrens play areas, play fields, swim pool, sports courts, etc.) for every 20 units or increment thereof. For example, a 60 unit development shall provide a minimum area of 750 square feet for active recreation. No horizontal dimension shall be less than 15 feet. Multi-unit developments less than 20 units must still meet the 250 square foot standard. Exception: As determined by the Director, qualified senior housing developments may be exempted from this requirement; however, all other common open space requirements shall apply;
Placement of children's play areas shall not be allowed in any required yard setback or transition area. The minimum square footage requirement for play areas cannot include required front, side or rear yard setbacks and when abutting LDR property cannot be within the required 25 foot transition area
Landscaping and/or natural vegetation shall occupy a minimum of 50 percent of required common open space. On-site natural resources and historic features which are accessible to residents (e.g., by trails, boardwalk, etc.) may be used to partially or fully satisfy this requirement; and
Indoor or covered recreational space (e.g., swimming pools, sports courts, weight rooms, etc.) shall not exceed 30 percent of the required common open space area.
Exceptions to the common open space standard may be granted for multi-unit developments of up to 60 units (or for the first 60 units of a larger project) when such developments are within one-quarter mile (measured walking distance) to a public park; and there is a direct, improved, permanent, public, Americans with Disabilities Act (ADA) - accessible, lighted, maintained pedestrian trail or sidewalk between the site and the park. An exception shall be granted only when the nearby park provides active recreation area, as defined above.
Phasing shall not be used to circumvent common open space standards.

Common Open Space does not include required yards or transition areas unless authorized under SDC Articles 10 (Discretionary Use Approval) or 11 (Modification of Provisions).
vate Open Space shall be provided in all newly constructed multi-unit developments, comply with the following standards:
All private open space shall be directly accessible from the dwelling unit through a doorway;
Dwelling units located at or below finished grade, or within 5 feet of finished grade, shall provide a minimum of 96 square feet of private open space, with no dimension less than 6 feet; and
Private Open Space provided may be deducted from the required amount of Common Open Space. For example, a project with 37,500 square feet of gross floor area requires 9,375 square feet of Common Open Space as specified above. If 2,400 square feet of Private Open Space is provided, the minimum Common Open Space requirement may be reduced to 6,975 square feet (9,375 - 2,400).

LANDSCAPING, FENCES & WALLS

Multi-unit developments shall provide landscaping in accordance with SDC Section 31.140 and the following standards (See Figure F, page 22):

arre	a the following standards (see Figure 1, page 22).
	A minimum of 15 percent of the site shall be landscaped with a mix of vegetative ground cover, shrubbery and trees. Trees shall be planted a minimum 2 inches (dbh) in caliper and shrubbery a minimum of 24 inches in height. Bark mulch, rocks and similar non-plant material may be used to compliment the cover requirement, but shall not be considered a sole substitute for the vegetative ground cover requirement;
	Planter strips shall be required for all multi-unit development on collector and arterial streets and is optional on local streets. Planter strips shall be a minimum of 4.5 feet wide, placed between the back of curb and sidewalk, along public or private streets;
	Street trees shall be placed within the planter strips between the curb and the sidewalk, a minimum 2 inches (dbh) in caliper. Trees shall be planted one per every 30 linear feet (minimum) of street frontage. See also, SDC Section 32.050;
	Fences in front yards and along any frontage used to comply with the building orientation standard shall be limited to 3 feet in height. This case takes precedence over other situations where a 6 foot-high fence may be permitted in the front yard in residential districts . Fences in other yards shall comply with the fence standards in Section 16.090, and the sight distance requirements of SDC Section 32.070; and
	The use of native and/or drought-tolerant landscaping is encouraged. All landscaping shall be irrigated with a permanent irrigation system unless a licensed landscape architect submits written verification that the proposed plant materials do not require irrigation. The property owner shall maintain all landscaping.

PEDESTRIAN CIRCULATION

Multi-unit developments with more than 20 units shall provide pedestrian circulation in accordance with the following standards (See Figure G, page 23):	
	Continuous internal sidewalks shall be provided throughout the site. Discontinuous internal sidewalks shall be permitted only where stubbed to a future internal sidewalk on abutting properties, future phases on the subject property, or abutting recreation areas and pedestrian trails;
	Internal sidewalks shall be separated a minimum of 5 feet from dwellings, measured from the sidewalk edge closest to any dwelling unit;
	The internal sidewalk system shall connect all abutting streets to primary building entrances;
	The internal sidewalk system shall connect all buildings on the site and shall connect the dwelling units to parking areas, bicycle parking, storage areas, all recreational facilities and common areas, and abutting public sidewalks and pedestrian trails;
	Surface treatment of internal sidewalks shall be concrete, asphalt or masonry pavers, at least 5 feet wide. Multi-use accessways (i.e., for bicycles, pedestrians and emergency vehicles) shall be of the same materials, at least 10 feet wide. In the case where emergency vehicle access is required, there shall be an additional 5 feet on either side of the accessway. The additional 5 foot area may be turf-block, grass-crete or other similar permeable material on a base of gravel capable of supporting fire equipment weighing 80,000 pounds;
	Where internal sidewalks cross a vehicular circulation area or parking aisle, they shall be clearly marked with contrasting paving materials, elevation changes, speed, humps, or striping. Speed humps shall be subject to review and approval by the Fire Department. Internal sidewalk design shall comply with Americans with Disabilities Act (ADA) requirements;
	Where the internal sidewalks are parallel and abutting to a vehicular circulation area, the sidewalk shall be raised or be separated from the vehicular circulation area by a raised curb, bollards, landscaping or other physical barrier. If a raised sidewalk is used, the ends of the raised portions shall be equipped with curb ramps; and
	All on-site internal sidewalks shall be lighted to a minimum of 2-foot candle.

PARKING

Multi-unit developments shall provide parking design in accordance with the following standards: Parking lots shall be placed to the side or rear of buildings in accordance with the Building Orientation Standards. Parking shall not be placed along that portion of the street where building frontages are used to comply with the building orientation standard: ☐ Lighting shall be provided for safety purposes, and shall be focused/shielded to avoid glare on adjacent properties or dwellings. See also, SDC Section 31.190(k); ☐ There shall be one planter island for every 8 parking spaces. Planter islands shall be a minimum of 6 feet in width, exclusive of the curb, the full length of a parking space containing one shade tree (a minimum 2 inches (dbh) in caliper at planting)and vegetative ground cover. Trees shall be specimens capable of attaining 35 feet or more in height at maturity, and shall not produce excessive fruit, nuts, or sap (i.e., due to pest damage). Bark mulch shall not be an acceptable substitute for vegetative ground cover in the planter island. Water quality features may be incorporated into planters. Landscape areas shall be evenly distributed throughout the perimeter of interior parking areas, where practicable. See SDC Section 31.140(3)(c) for recommended shade trees; ☐ A minimum 6-foot wide planter area shall separate and visually screen parking from living area windows. The planter area shall include a mix of ground cover, shrubbery, and trees with appropriate growth habit (i.e., for narrow planters and any height limitations such as balconies, overhangs, and eaves). Shrubbery in this planter area shall be at least 24 inches in height at the time of planting, and trees a minimum of 2 inches (dbh) in caliper at the time of planting. See also, SDC Section 31.160; ☐ Parking lots shall be connected to all building entrances by means of internal sidewalks: All parking stalls fronting a sidewalk, or planted area shall be provided with a secure wheel bumper not less than 6 inches in height and set back from the front a minimum of 2 feet to allow for vehicle encroachment. Wheel bumpers, if used, shall be a minimum of 6 feet in length. As an option, the sidewalk or planter may be widened 2 feet beyond the minimum dimension required to allow for vehicle encroach-

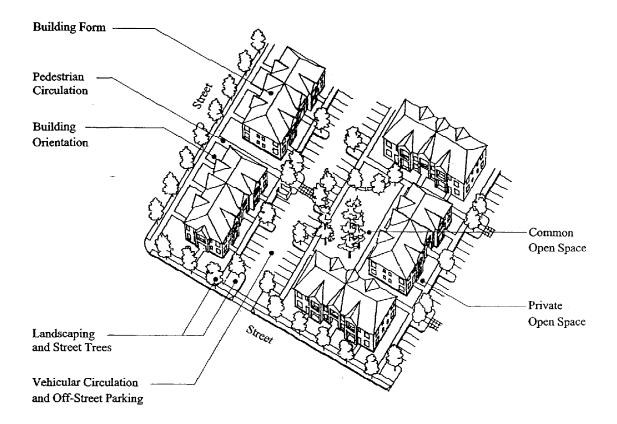
ment. Such sidewalks and planters shall be protected by a curb not less than 6 inches in height. See also, SDC Section 31.180(3);
On corner lots, parking areas shall not be located within 30 feet of an intersection, as measured from the center of the curb return to the edge of the parking area (curb or wheel stop. See Figure H);
All parking, maneuvering and loading areas abutting a property line or right-of-way shall provide perimeter lot landscaping. A minimum 5 foot wide planting strip shall be planted with shade trees a minimum 2 inches (dbh) in caliper at the time of planting, and a low level (e.g., 30-40 inches) evergreen hedge. See also, SDC Section 31.130;
Decorative walls may be used in place of the hedge above, and shall be placed no closer than 4 feet from the property line. The decorative wall shall be a minimum of 30 inches in height and no more than 40 inches in height, and shall comply with the vision clearance standards specified in SDC Section 32.070. Decorative walls shall be constructed of textured concrete masonry (CMU) or similar quality material, and include a cap. The wall may be partially see-through (up to 40%) as appropriate for security purposes. The area between the wall and property line shall be landscaped with shade trees;
Parking area landscaping shall be designed to reduce storm water runoff (e.g., through infiltration swales and other measures), as practicable; and
Bicycle parking shall be provided in conformance with SDC Section 31.180(9) and may be incorporated into the landscaping design.

VEHICULAR CIRCULATION

Multi-unit developments shall provide vehicular circulation in accordance with the following standards (See Figure G, page 23):		
The on-site driveway (or private street) system shall connect with public streets abutting the site;		
Shared driveways shall be provided whenever practicable to minimize cross turning movements on adjacent streets. On-site driveways and private streets shall be stubbed to abutting MDR/HDR properties, at locations determined during Site Plan Review process to facilitate development of shared driveways;		
Multi-unit developments 8 acres or larger shall be developed as a series of complete blocks bounded by a connecting network of public or private streets with sidewalks. The average block size within a multi-unit development shall be a maximum of 4 acres in size. For example, an 8.1-acre development would have a minimum of two blocks. Portions of the site with wetlands, slopes greater than 15 percent and wooded areas subject to Article 38 shall be exempt from this standard, except that the sidewalk or pathway connections shall be required as an alternative to street connections, when practicable; and		
Parking areas shall be accessed from alleys when properties abut an alley, or an alley can reasonably be extended to serve the development.		

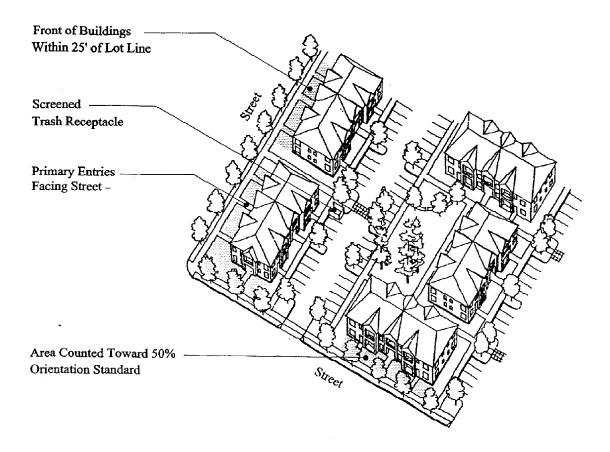
Multi-Family Design Standards

Figure A



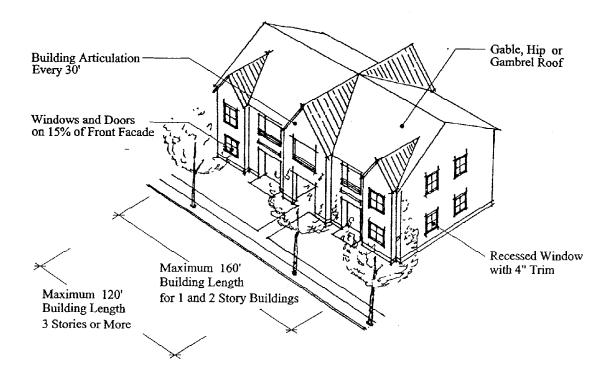
Building Orientation and Storage

Figure B



Building Form

Figure C



Transition and Compatibility

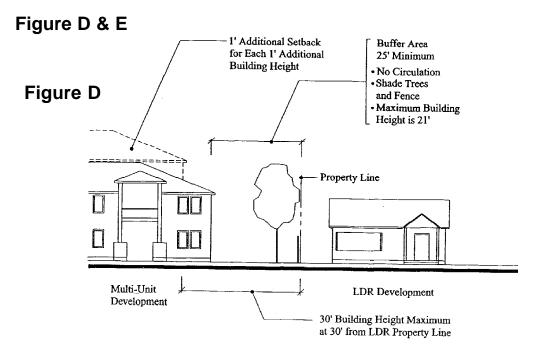
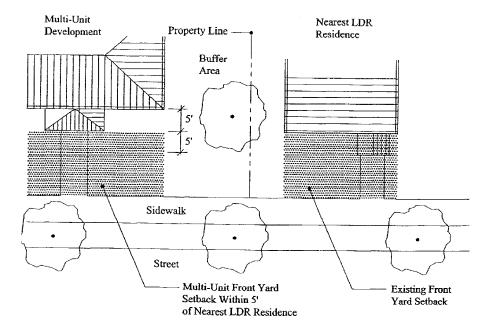
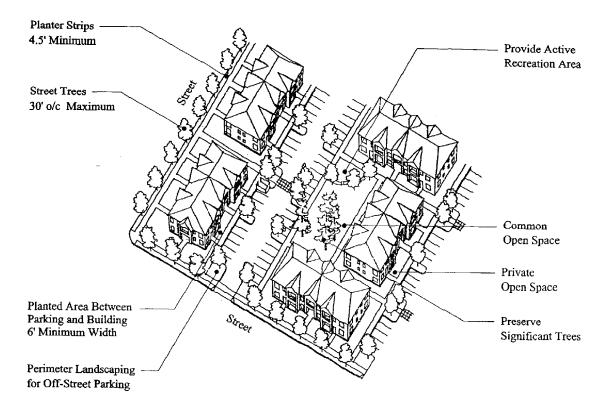


Figure E



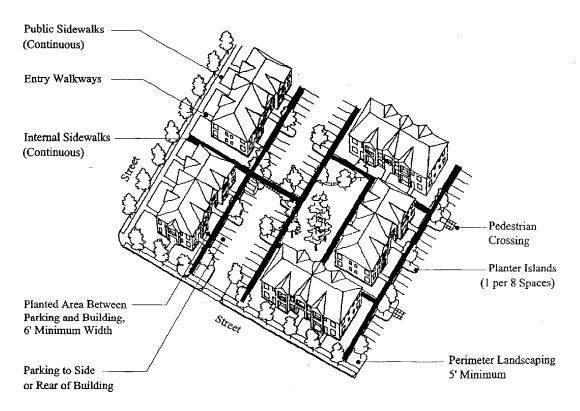
Open Space

Figure F



Pedestrian Circulation and Parking

Figure G



Corner Lot Parking Setback

Figure H

